

## **MEETING OF THE CHELMSFORD LOCAL HIGHWAYS PANEL**

28<sup>th</sup> AUGUST 2013

COUNCIL CHAMBER, CIVIC CENTRE, CHELMSFORD CITY COUNCIL  
COMMENCING AT 12.45PM

There will be a buffet lunch available for Panel Members and officers from 12.30pm

### **AGENDA**

1. Apologies for absence
2. Minutes of the Local Highways Panel meeting held on 19<sup>th</sup> June 2013 (attached)
3. Matters Arising
4. Actions to be reported back on from previous meetings (attached)
5. Essex Local Highway Panels: Terms of Reference and Members' Guide
6. Cycle Strategy Update
  - To prioritise proposed schemes
7. Broomfield Hospital – Section 106 agreements (attached)
8. Detailed Works Programme (attached)
  - a. LHP Schemes
  - b. Section 106 Schemes
9. Chelmsford LHP Full Reserve Scheme List (attached)
  - To prioritise and consider schemes for funding
10. Highways Rangers Summary (attached)
11. Any Other Business

## MINUTES

of the

### CHELMSFORD LOCAL HIGHWAYS PANEL

28 August 2013

Present:

County Councillor John Aldridge	Essex County Council
Councillor Ian Grundy	Chelmsford City Council
County Councillor Mike Mackrory	Essex County Council
County Councillor Dick Madden	Essex County Council
Councillor Chris Rycroft	Chelmsford City Council
Councillor Bob Shepherd	Chelmsford City Council
Councillor Roy Whitehead	Chelmsford City Council (Chairman)

In attendance:

Oliver Durose	Chelmsford City Council (work experience)
Emma Featherstone	Essex County Council
Neil Jordan	Chelmsford City Council
Derek Latimer	Chelmsford City Council
Hannah Neve	Essex County Council
Averil Price	Chelmsford City Council
Jon Simmons	Essex County Council
Derek Stebbing	Chelmsford City Council
Rosa Tanfield	Chelmsford City Council
Joy Thomas	Chelmsford City Council
Will Young	Essex County Council

1. **Apologies**

Councillor Whitehead welcomed everyone present. Apologies for absence had been received from County Councillor Norman Hume and County Councillor Eddie Johnson.

2. **Minutes of the Chelmsford Local Highways Panel Meeting on 19 June 2013**

The minutes of the Chelmsford Local Highways Panel meeting held on 19 June 2013 were approved as a correct record and signed by the Chairman.

3. **Matters Arising**

The Chairman advised the Panel that Essex County Council had confirmed that the appointment of Councillor Grundy as Vice-Chairman of the Panel needed to be rescinded as either the Chairman or Vice-Chairman of a Local Highways Panel was required to be a County Councillor. Although Councillor Grundy was also a County Councillor, he needed to be replaced as Vice-Chairman as he was not acting in this instance as an Essex County

Council representative. It was therefore proposed by County Councillor Aldridge and seconded by Councillor Shepherd that County Councillor Madden be appointed the Vice-Chairman and this was agreed.

In answer to a question from County Councillor Mackrory, the Chairman confirmed that he had had an exploratory meeting with County Councillor Bass (the Cabinet Member for Highways and Transportation) when the speeding up of the design and implementation of schemes had been discussed.

The Chairman confirmed that it had been agreed with Essex County Council that substitute representatives could be appointed.

**AGREED** that County Councillor Madden be appointed as Vice Chairman

4. **Schemes List – Actions to be reported back on from previous meetings**

The Panel received a report on actions agreed at previous meetings and current progress on them.

The following comments and recommendations were made in respect of the schemes listed in the report:

Broomfield Road trial – The trial had been completed and seemed to have operated successfully. Hannah Neve asked for the Panel's view as to whether a further survey was required as no complaints had been received. It was agreed that no further survey was necessary and that the experimental order should be made permanent.

Hatchfields, Great Waltham – IT172. Great Waltham Parish Council had responded to consultation and had indicated that this scheme need not be pursued at the present time. It would be removed from the scheme list.

West End, Chelmsford – Review of Signage. The Design Team had asked for £3,500, to be funded out of the £10,000 allocated for the scheme, to review the current designs, assess the proposed locations and provide a target cost for the overall scheme.

Parish Council Feedback on Proposed Schemes. Responses were still awaited from Woodham Ferrers and Bicknacre Parish and Broomfield Parish Councils. Councillor Rycroft drew attention to the suggestion by Great Baddow Parish Council that rather than limit each Parish to three schemes only, the allocation of schemes should be on the basis of size of the Parish. It was however noted that the size could not be the sole criterion since as County Councillor Aldridge indicated, a small parish can have "rat-runs" that require urgent attention.

RED schemes. The supporting evidence would be considered as part of the Reserve Scheme List item later in the meeting.

**AGREED** that

- (a) Broomfield Road trial – no further survey to be carried out and the experimental order should be made permanent  
(Hannah Neve ECC)

- (b) West End, Chelmsford – Review of signage - £3,500 from the £10,000 already allocated to be used by the Design team as outlined above  
(Hannah Neve ECC)

5. **Essex Local Highways Panels: Terms of Reference and Members' Guide**

All Essex County Councillors and Chelmsford City Councillors had been sent the Terms of Reference and Members' Guide. The Chairman reported that he had had a request from a County Councillor about regularly attending the Panel. He confirmed that the position was clearly that any Councillor with a concern about a particular scheme should advise one of their Council's representatives on the Panel so that the points could be made. He further confirmed that a Councillor from either authority could attend a site visit to an area in their ward or division and a County Councillor will always be contacted if a request has been made to the Highways Liaison Officer for a site meeting in their area.

6. **Cycling Strategy**

Will Young, the Project Manager for Cycle Chelmsford, made a presentation to the Panel on the Essex Wide Policy and the Chelmsford Strategy (Appendix A), which would be circulated electronically to all the members of the Panel.

The Panel noted that the strategy for Chelmsford was that it “... be a place where cycling is a feasible alternative to car travel for any journey. For residents, workers and visitors to benefit from comprehensive cycle access and provision of high-quality facilities.” In pursuit of that strategy the following aims had been agreed –

- Improve accessibility by bike
- Improve satisfaction with facilities
- Provide a safe environment
- Increase promotion of cycling
- Work with the community
- Continue training

Will Young explained that a Development Group consisting of Essex County Council and Chelmsford City Council officers, Sustrans and Chelmsford Cycling Action Group meets on a quarterly basis to look at strategy and funding for the Chelmsford area. Linked to that Group there are three sub-groups concerned with communications, infrastructure and training and promotion. He presented data on cycling usage in the Chelmsford area and the monthly average on monitored routes had had an overall increase of 17%. The Sport England survey had indicated in 2011 that Chelmsford had the highest level of cycle usage in Essex and one of the highest in the Eastern region.

He then referred to a number of plans which were circulated at the meeting, the first of which showed where there was a perceived lack of cycling provision including Chelmsford High Street, Great Baddow, Broomfield and Great Waltham. Some 60 schemes based on ten different criteria had been identified as solutions and of those a number had been included in the list of schemes for delivery in 2013/2014. He then provided information and examples of other work that had been carried out recently such as new cycle parking, removal of barriers and replacement with bollards, correction of wrong signage and the provision of dropped kerbs.

The Panel considered the effects of allowing cycling in Chelmsford High Street. It was noted that this had been a proposal that Chelmsford Borough Council and latterly Chelmsford City Council had resisted since the 1990s on safety grounds. Hannah Neve reported that it was not a Chelmsford Local Highways Panel scheme as such and had been in the pipeline for many years and for those reasons it had not been brought to the Panel. However, given the strong view by the Panel that there would be unacceptable pedestrian/cyclist conflict, she would refer the scheme to the Cycling Officer for re-consideration.

The Broomfield to Great Waltham scheme which begins at Goulton Road and would go to the Hospital was subject to liaison with the owners and it could be funded almost entirely from Section 106 monies. Will Young also confirmed that a cycle scheme for New Street was being discussed by officers of the Councils as a link from Anglia Ruskin University into the City Centre.

The 2013/2014 cycling schemes were then reviewed and the following matters discussed –

1. LCHE 134003 – City wide – Funding for cycle stands. The Chairman expressed concern that the rail company had indicated a desire to limit the use of the new cycle stands to season ticket holders only but was assured by Will Young that Essex County Council, having funded part of the cost of the stands at the station would be opposed to restrictions on their use by the general public. New stands were under consideration by Marks and Spencer's in the City centre.
2. LCHE 134004 – Great Baddow – Army and Navy – improvements It was noted that due to delays in the larger scheme, this phase from the Bailey Bridge to Tesco Home building could be implemented. It was currently "amber" as it could be funded by Section 106 monies. Averil Price asked that the Panel be given a plan of the proposal so that it was clear what the extent of the proposed cycle way was especially as it did not reach Great Baddow itself. Councillor Rycroft expressed concern that implementing a part of the scheme might prejudice implementing the full scheme, but Will Young confirmed that the schemes were complementary. Will Young agreed to supply a design of the scheme for east of the Army and Navy roundabout.

County Councillor Mackrory raised the possibility of casualty reduction money being used for cycling schemes and the Chairman considered that this might be considered as an option if appropriate. The Chairman also raised the possibility of a representative of the Panel attending the Development Group so that they could be engaged in the overall cycling projects and any abortive work on schemes that the Panel would be unable to support could be avoided.

**AGREED** that

- (a) with the exception of scheme 2 for the Army and Navy which was deferred for further information, the cycling schemes in the Detailed Work Programme be agreed;
- (b) the presentation was noted.
- (c) further discussions will take place to consider how the LHP is represented on the Chelmsford Cycling Development Group and how it will work alongside the LHP.
- (d) the opinions of the Panel regarding the proposal to allow cycling on Chelmsford High Street to be referred to the Cycling Officer for re-consideration (Hannah Neve ECC)

## **ACTION**

- (i) Will Young (ECC) to supply a plan of the Army and Navy Scheme to the Panel;
- (ii) Rosa Tanfield/ Derek Latimer to circulate an electronic version of the presentation.

## **7. Broomfield Hospital – Section 106 Agreements**

The Panel considered a report which summarised the current situation relating to the Section 106 Agreements which were part of the approvals for major development at Broomfield Hospital and also addressed issues that might arise from the proposed scheme for the site on land north of Hospital Approach.

Joy Thomas explained each part of the Section 106 funding related to the application for the extension and remodelling of the hospital (02/00433/EIA) and indicated which monies were yet to be spent and which monies were still outstanding from the Hospital but was allocated to specific projects.

Essex County Council was investigating the use of this funding towards a proposed cycleway from Great Waltham to Chelmsford City Centre. The ability of the Hospital to make the additional payments was raised. Emma Featherstone confirmed that the Hospital was fully aware of their need to make transportation improvements. A meeting had been scheduled with officers to discuss matters with the Hospital representatives and the outcome of this can be fed back to the next Panel meeting.

County Councillor Aldridge asked about the possibility of a land swap north of Hospital Approach to improve the situation on site as he felt that the Park and Ride scheme would only mitigate the problems rather than obviate them. Neil Jordan explained that the junction improvements had been assessed in the context of the Section 106 and 278 agreements and a land swap would not achieve satisfactory realignment due to other pressures. In answer to a question from County Councillor Mackrory about a low drop crossing on Hospital Approach as part of the Great Waltham to Chelmsford Cycle route, Emma Featherstone confirmed that a formalised crossing was not suitable at this location but it was hoped that a cycle track running alongside Hospital Approach would form part of the overall scheme.

Improvements at the A130/A131 roundabout were discussed and Hannah Neve confirmed that they are being considered as part of the ECC Heart of Essex Area Strategy (linked with the LTP).

The Chairman reported, supported by Hannah Neve, that ECC and County Councillor Bass are considering how Park and Ride might be used to also serve the hospital, however further work is required on this.

**AGREED** that the report be noted and further information be provided to the next meeting.

## **ACTION**

- (i) Joy Thomas to report further to the next meeting following the meeting arranged with Hospital representatives.

8. **Detailed Works Programme**

It was noted that the Detailed Work Programme for 2013/14 had been divided into LHP schemes and Section 106 schemes. Averil Price asked that the bus shelter refurbishments be reviewed as she had been informed that some may be owned by Chelmsford City Council in conjunction with a private company.

**ACTION**

- (i) Rosa Tanfield to assist in review of bus shelter refurbishments identified in programme

Further points were made on the following schemes –

**Galleywood - Margaretting Road – DC1321**

Jon Simmons reported that the civil engineering works connected to the scheme amounted to £87,000 and that additional costs might arise because the proposal involved a small area of common land. To acquire this common land would require a formal procedure involving the possibility of public objections and if those objections were unresolved a public inquiry, which would increase the cost considerably. Although the scheme was likely to be popular in the parish, the likelihood of objections could not be ignored.

**AGREED** that the scheme be progressed to the value of £8,000, subject to further clarification as to the common land issues.

**Great Baddow – Baddow Road/Meadgate Avenue Zebra Crossing – DC1213**

Jon Simmons reported that £5,000 was needed to complete this scheme to upgrade the existing crossing.

**AGREED** that the scheme be progressed with an additional £5,000 of funding.

**Springfield – New Nabbotts Way – DC281**

Jon Simmons circulated a PV<sup>2</sup> assessment of the conflict between pedestrians and vehicles in New Nabbotts Way. The assessment indicated that the criteria for a crossing were not met in this case. Jon Simmons asked that if the Panel wished the scheme to be progressed that further robust evidence needed to be supplied so that the Essex County Council Cabinet Member for Highways and Transportation might be able to authorise this scheme as an exception to those criteria. Councillor Rycroft suggested that an earlier survey time in the afternoon around school closure times might reveal a different position. County Councillor Mackrory referred to the petition that had been presented in favour of a crossing in New Nabbotts Way and which had been generated by the parents themselves. As the local County Councillor he had fully supported this petition. It was generally acknowledged by the Panel that it was a busy road but it was felt that the pedestrian refuge seemed to be satisfactory in the circumstances. The pedestrian crossing scheme would not be progressed.

County Councillor Mackrory asked that traffic reduction measures further down the road be considered in view of the additional vehicle movements which would result from new development planned in the area. Jon Simmons would ask for this to be considered together with speed surveys.

**AGREED** the Officer recommendations within the assessment; and that a further review be undertaken on the speed surveys and the possibility of extending the existing traffic calming measures  
(Jon Simmons ECC)

9. **Chelmsford LHP Full Reserve Scheme List**

Jon Simmons introduced the revised presentation of the Full Reserve Scheme List. He had emailed Parish Councils asking them to consider in detail all schemes marked as “red” asking them for further information or detailed evidence if they wished to see the schemes progressed. The Parish Council responses were indicated in the report and as a result it was agreed that all ‘red’ schemes were to be removed from the LHP scheme lists, unless comments had been received or until further supporting evidence was supplied by Councillors or the Parish Councils.

Schedule A attached to these minutes indicates the scheme list with the Panels decisions noted, together with the cycling schemes in Schedule B

**AGREED** that

- (a) all ‘red’ schemes which had received no supporting evidence be removed from the scheme lists  
(Jon Simmons ECC)
- (b) schemes be progressed as noted in the attached schedules  
(Jon Simmons ECC)

10. **Highways Rangers Summary**

Jon Simmons circulated an updated summary of the Chelmsford City Highways Rangers work programme.

11. **Any Other Business**

The Vice-Chairman asked for clarification of the time scales of all the schemes that had been agreed for implementation in 2012/2013 and 2013/2014. Hannah Neve explained that because last year’s programme had not been fully delivered, schemes allocated from the 2012/13 budget would be delivered this financial year. This would then have an impact on the delivery of schemes allocated from the 2013/14 budget in that monies could only be used for design only. The likely effect being that the 2013/14 budget would not be spent in full this financial year. The proposal is to bring back the designed schemes to the Panel early in 2014 for their consideration to allocate monies from the 2014/15 budget for their implementation.

The meeting closed at 4:00 p.m.

Chairman